

SOLE SOURCE PROCUREMENT REQUEST

Please complete and email to: vip@azdoa.gov

Entire document MUST be completed	
Section 1	
Requesting Agency: ISD/DOA	
Vendor: Vanguard Integrity Professionals	Estimated Cost: 24,897.03
Section 2	
Brief description of materials or services: Upgrades to maintenance tools for RACF Software.	
Section 3	
Briefly describe why this procurement is Sole Source and why there is only a single source available: The maintenance tools are proprietary to Vanguard due to the embedded coding in the software.	
Duration of this Sole Source procurement: 2 years.	
Briefly describe the efforts made to seek other sources: The ADOA IT Department identified this procurement as a sole source procurement. This was verified using the following methods: internet search, checking with local software maintenance companies who have provided similar software maintenance to the agency in the past (Compuware) and current state contracts. After exhausting these avenues, a letter was requested from Vanguard verifying that the maintenance tools are proprietary due to the embedded coding.	

Send comments to the following individual:

Requesting Agency Contact Information	
Procurement Officer: Nathan McAlpin	
Phone Number: 602 542 1584	Email Address: nathan.mcalpin@azdoa.gov

State Procurement Website Posting Information	
R2- 7-E301 requires the State Procurement Administrator shall post the request on the State Procurement Office website and invite comments on the Sole Source request for five working days.	
Date Posted: 1/25/08	Date Closed: 2/1/08